1. Does our County Board of Supervisor's have to approve a new Resolution for the JPCF Program every year?

(Revised May 17, 2006) For FY 2006-07 you need to submit a Board of Supervisors' Resolution along with your JPCF Agreement **only** if you propose adding new programs and/or deleting programs currently identified in your FY 2005-06 JPCF Agreement.

2. Historically, we have over-claimed the annual allocation to minimize the potential for any audit disallowance. As written, the program requires a budget to be submitted which would appear to correspond to the annual allocation. Should we continue to over-claim the budget/allocation to protect us from potential audit disallowance?

Each county should utilize our invoicing forms to claim up to the budgeted amounts and should track separately any additional expenditures related to the program(s). This would seemingly allow for those expenditures above and beyond the JPCF allocated amount to be used as replacement costs in the event of an audit disallowance.

3. It appears that your guidelines allow a 15% overhead allowance. Does this percentage have to be supported by documented A87 calculations or can this simply be included on the claim?

An approved A-87 cost plan provides excellent supporting documentation for overhead expenses but it is not required. Counties are required to maintain accurate records to support all expenditures included this category. Please see the Program Administration Guide for additional information regarding Record Keeping.

4. Can a Juvenile Hall be considered a temporary shelter as related to Service Category #23?

Consistent with the previous use of CYSA/TANF funds, counties can use JPCF to support services throughout the continuum, from prevention through incarceration. The key here is that counties must identify the service category, describe the service(s) that will be provided, and track participant youth from program entry through exit. Further, counties must develop a program budget, as they can no longer claim via capitated rates. CSA interprets Service Category #23 (Emergency and temporary shelter) to include services beyond what are typically provided in the Juvenile Hall setting.

5. We are not able to obtain our Board of Supervisor's Resolution in time for the November 15 Quarterly Invoice due date. Are there any penalties for late submittal of the Quarterly Invoice?

We realize counties are working diligently to complete their Agreement, which requires a Board of Supervisors Resolution, and understand that completion of this task impacts the timeline for development of the first, and possibly second, Quarterly Invoice for the JPCF Program. As the State Controller's Office will not issue warrants until Agreements are in place, CSA staff will be very flexible with Invoice due dates.

6. Our county is likely to expend its allocation in one or two quarters. Do we need to submit "zero balance" invoices once we have expended all of our JPCF funds?

No. Once a county has fully expended the non-camp allocation of funds, they will not be required to submit "zero balance" invoices.

7. Why is the Corrections Standards Authority (CSA) requiring the submission of Semi-Annual Progress Reports for the JPCF Program?

CSA requires Semi-Annual Progress Reports for the JPCF program to assist in the evaluation of program efforts throughout the implementation period.

8. Is the CSA requiring counties to conduct an annual audit of the JPCF Program?

The CSA reserves the right to call for a financial and/or programmatic audit at any time between the execution of the Agreement and 60 days after the end of the Agreement period.